



**Tillamook Urban Renewal Agency
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**TURA Regular Meeting
Thursday, August 12th, 2010
5:30 P.M.**

Board Members Present:

Chairman Don Hurd
Sean Lambert
Joe Martin
Carolyn Decker
Alene Allen

Board Members Absent:

Suzanne Weber - excused

Staff Present:

Debbi Reeves: Administrative Assistant

Guests/Public:

Tom and Annelle Connaughton
Tony Faulkner
Eric Lessor

1. **Chairman Hurd** called the meeting to order at 5:30 P.M. **Reeves** did the roll call mentioning **Weber** was excused for the meeting.
2. **Chairman Hurd** asked if there were any corrections or additions to the minutes of the July 22nd, 2010 meeting and there were none.
 - **Decker made a motion to approve the minutes of July 22nd, 2010 meeting as presented. Allen seconded the motion. Ayes were received by all members seated and the motion passed unanimously.**
3. **Chairman Hurd** asked **Reeves** if there were any explanations concerning the bills. She noted the invoice for \$25 from Tillamook County was for the Planning Commission notices regarding the 1st Street Parking Lot. With no other comments **Hurd** asked for a motion to approve the bills.
 - **Martin made a motion to pay the bills in the amount of \$2,847.50. The motion was seconded by Decker. Ayes were received by all board members present and the motion passed unanimously.**

4. **Chairman Hurd** asked if there were any comments or questions regarding the financial statement which had been postponed from the prior meeting. **Reeves** mentioned **Gervasi** was not present to comment and that he had not mentioned anything regarding the financial statement after he had reviewed it. She thought it would be appropriate to accept the financial statement as presented.

- **Decker made a motion to accept the June 30th, 2010 financial statement as presented which was seconded by Martin. Ayes were received by all board members present and the motion passed unanimously.**

5. There were no Non- Agenda Items and no public comments from any of the guests present at this time.

6. New Business:

- a) **Chairman Hurd** asked **Tom and Annelle Connaughton** to come forward to speak with the board regarding their application for a Façade Grant. **Tom Connaughton**, owner of **Diamond Art Jewelers**, introduced himself and explained to the board what was happening with his building and the issues that had been discovered. He spoke about the repairs and the need for the Façade Grant. **Connaughton** handed out a revised billing from **Wine Country Construction** for the façade repairs only which had not been in the application packet presented to the board prior to the meeting. The board asked **Connaughton** about the repairs, the length of time for repairs, the look of the building after the repairs and the awnings. **Connaughton** addressed each question noting they would retain a historic look. They have looked at the Town Center Plan and are working in accordance to that plan and they will take down the awnings but will not be replacing them at this time. **Connaughton** explained the repairs are far more costly than originally anticipated.

- **Lambert made a motion to accept and approve the Façade Grant application by Tom Connaughton of Diamond Art Jewelers for the full amount of \$5,000. The motion was seconded by Allen. After a brief discussion about the awnings and future awnings Hurd called for the vote. Ayes were received by all board members present and the motion passed unanimously.**

Hurd asked **Connaughton** about the financial burden presented by this project which was discussed.

- b) **Hurd** explained the Proposal Committee should be looking at each application

submitted but that **Zimmerman** had left a vacancy on the Proposal Committee. **Hurd** explained the role of the Proposal Committee is to review applications to make sure all of the criteria is met and to make recommendations to the board. **Hurd** asked **Martin** if he would be on that committee, **Martin** accepted and was appointed to the committee. The Proposal Committee will consist of **Allen** and **Martin** for future application review.

- c) **Reeves** explained the letter from the **Association of Oregon Redevelopment Agencies (AORA)** and the benefits of membership. **Hurd** asked if they provided any legal advice and if they might be less costly than the TURA attorney. **Reeves** will check into this and other benefits of the program and report back at the August 26th meeting.
- d) **Hurd** announced the project list was set aside to be discussed later in the meeting.

7. Pending Business:

- a) **Chairman Hurd** asked **Eric Lessor** to have a seat at the table to speak with the board about his application for the board vacancy. **Hurd** asked **Lessor** to tell the board about his prior community service. **Lessor** gave the board a brief background of where he was from, what he had been involved with and what he is involved with now in the community. The board asked him questions about his ideas, any time constraints he may have and his current business which is computer technical services, software and hardware. He is self employed.

At the conclusion of the interview **Hurd** asked the board how they would like to handle filling the vacancy. The board discussed the qualifications of each candidate. **Lambert** commented he would like to have each candidate come back to the board on August 26th for a final determination along with their visions for the TURA and community. **Lambert** will email **Reeves** a summary and she will get that out to each of the candidates.

- b) **Reeves** handed out the completed TURA brochures to the board and commented they need to be distributed around the community to the banks, insurance agencies, real estate agencies, Chamber of Commerce and local businesses.
- c) **Chairman Hurd** handed out a list of projects and items concerning the Public Market building. He explained what is currently happening at the building and what needs to be completed. He went on to explain the current issue with the fire alarm system that needs to be installed that no one anticipated. He explained a billing from **Energized Electric** and **Fire Protection Services** for that alarm system that had been presented. The board discussed the building alarm system, the entire project and additional expenditures. **Decker** asked about the electrical

and changes to the law. **Allen** asked about the water hookup priority item that has not been paid out yet. **Lambert** asked if an action needed to be taken on the issue of the fire alarm system and wondered why **Janac** was not paying for this. **Hurd** and **Reeves** explained the situation and the board discussed. It was noted that had a general contractor been hired for this project all of the unexpected issues would have been addressed at the start. **Lambert** would like to see the **2nd Street Public Market** attend a meeting to report on the progress of the business. **Allen** noted the TURA needs to let the building owner and the tenant handle things from now on. The date of September 9th was set to invite **Janac** and **Henson**, from the Public Market to attend the meeting. **Hurd** and **Reeves** will draft a letter.

➤ **Martin made a motion to draw up a check for \$1,745.00 to Fire Protection Services for installation of the alarm system at the Janac Building. The motion was seconded by Allen. Hurd called for the vote and ayes were received by all board members present and passed unanimously.**

Chairman Hurd also commented that one of the **Janac** checks needs to be reissued to **Energized Electric** as the bank would not honor a 3rd party check. He also noted **Janac** had paid the \$83.00 overpayment on TLC FCU Loan #146 which **Hurd** will have applied to the principal of that loan. **Janac** anticipates his finances to improve in the near future to handle payments on his loan and back taxes.

- d) **Reeves** reported on the 1st Street Parking Lot progress and explained the Planning Commission is having a special meeting on August 19th to review the request for a Conditional Use permit and Site Plan Review. **Hurd** and **Gervasi** will attend to speak with the Planning Commission. She explained that she and **Arley Sullivan**, Public Works Director, were working together to have the Request for Proposals (RFP) from concrete, electrical and landscape contractors once the Planning Commission approves the permit. She anticipates the beginning of construction in September, and hoping for 30 to 45 days for completion.
- e) **Reeves** commented the pedestals for the new litter containers had been ordered as the best way to anchor them to the sidewalks was using the pedestals. **Hurd** had authorized the \$650 expenditure for the pedestals along with **Allen** and **Martin** on August 3rd and 4th by phone and email. Once the pedestals come in the City Street Department will begin installation.
- f) **Hurd** mentioned the email from **Andy Stricker** regarding the **Beals Building**. **Allen** asked why the TURA is interested in this building and **Hurd** explained the board had decided to inspect prior to funding any projects on the building. The building was discussed.

8. **Decker** reported the Streetscapes Committee had not met therefore had nothing new to report. They would be meeting on August 17th. **Tony Faulkner** asked about the look of buildings in Tillamook. **Hurd** explained the Town Center Plan and that “style” is considered more than materials used. **Decker** and **Allen** will bring back lighting ideas for the 1st Street Parking lot. **Allen** spoke about her conversations with PUD regarding underground wiring in downtown Tillamook. This was discussed.

Hurd asked **Decker** to talk with **Connaughton** about the awning on his building and awnings were discussed by the board. **Decker** mentioned commonality is what brings a look together.

9. **Hurd** noted the items listed for correspondence.

10. **Chairman Hurd** announced at 7:00 PM the meeting would adjourn into Executive Session per ORS 192.660(2) (e) for Real Property Transactions. He read the Executive Session disclosure statement at that time. The meeting adjourned into Executive Session at 7:03 PM.

The regular session of the TURA meeting reconvened at 7:20 pm.

11. There were no concerns of the board.

12. The next regular meeting date is August 26th, 2010.

13. With nothing further **Hurd** adjourned the meeting at 7:21 PM.

Prepared by:
Debbi Reeves
Administrative Assistant

Reviewed by:

Don Hurd – Chairman